

## **GRAFFITI ABATEMENT WORKER**

### **DEFINITION:**

The graffiti abatement worker position is a temporary part-time employment opportunity within the Police Department. Under general supervision and on a part-time basis, the graffiti abatement worker will perform various tasks to clean graffiti from private and public properties, and provide support functions to the implement the City's graffiti abatement ordinance.

### **CLASS CHARACTERISTICS:**

This is a temporary part time position which is limited to 1000 hours per fiscal year. The graffiti abatement worker performs a variety of tasks and duties including, but not limited to: cleaning graffiti from public and private properties using a variety of materials including paint, solvents, and other materials as required; maintaining records of graffiti abatement activities; drafting and mailing correspondence to persons involving the graffiti abatement program; coordinating volunteer clean up activities; coordinating with other agencies to arrange work projects for persons providing court ordered community service; clean-up of materials; and any other duties as assigned.

### **IMPORTANT AND ESSENTIAL DUTIES**

1. Remove or conceal graffiti on public and private property using paint, solvents, and other materials as may be required.
2. Maintain records pertaining to graffiti abatement activities.
3. Draft and mail correspondence to persons concerning graffiti abatement matters.
4. Assist the volunteer graffiti wipe-out coordinator with community clean-up activities.
5. Coordinate persons assigned to graffiti wipe-out who are performing mandated community service hours.
6. Inventory, maintain, and procure materials needed for graffiti abatement activities.

**OTHER JOB RELATED DUTIES:**

1. May be required to meet with community service organizations during evenings and weekends.
2. May be required to develop graffiti prevention education literature.

**PHYSICAL DEMANDS:**

1. Standing: Graffiti Abatement Workers stand while performing graffiti clean up, speaking with citizens at the front counter, and during the performance of other required duties.
2. Walking: Graffiti Abatement Workers walk while in the police facility and while performing field duties such as graffiti site inspections, clean-up, and material gathering.
3. Sitting: Sitting for an extended time may be required while taking completing reports and maintaining program records.
4. Stooping/Bending: Stooping and bending are required while performing graffiti clean up on a site and cleaning material.
5. Lifting: Graffiti Abatement Workers are required to lift heavy items such as 5 gallon paint containers while performing clean-ups. They also lift heavy items such as compressors, tools, boxes and other items related to graffiti clean-up.
6. Carrying: Graffiti Abatement Workers carry paint, painting tools, and containers to clean-up site and to storage facilities.
7. Pushing/Pulling: Pushing and pulling occur when a Graffiti Abatement Worker is using a roller or other tool to clean up a site.
8. Balancing: Graffiti Abatement Workers use balancing skills when removing heavy items from upper shelves.

**PHYSICAL DEMANDS (Cont'd):**

9. Climbing: Climbing small ladders or foot stools may be necessary when reaching for and placing items on storage shelves, book cases, or filing cabinets, or for cleaning graffiti from locations beyond their normal reach. Climbing stairs would be necessary to access all parts of the police facility.
10. Twisting/Turning: Graffiti Abatement Workers required to twist/turn while handling clean up material and during the clean-up. They would also need to twist/turn in the course of entering/exiting vehicles.
11. Kneeling: Graffiti Abatement Workers may be required to kneel while conducting clean ups and retrieving materials from storage areas.
12. Reaching: Graffiti Abatement Workers are required to reach while retrieving supplies from the storage areas, and while performing clean ups.
13. Manual Dexterity: It is necessary for Graffiti Abatement Workers to handle radio equipment, telephones and typing at computer keyboards in the course of their duties.
14. Talking/Hearing: Graffiti Abatement Workers must have the ability to talk and hear normally since they will be using telephone and radio equipment.
15. Seeing: Good vision is essential to the Graffiti Abatement Worker position. Graffiti Abatement Workers must be able to see clearly for driving and traffic control assignments.

**ENVIRONMENTAL CONDITIONS:**

1. Graffiti Abatement Workers perform many assignments that require them to work outside the building. Graffiti Abatement Workers may work as much as 60 percent of on-duty time outside the police facility.
2. Temperature/Weather: Graffiti Abatement Workers can be exposed to all type of weather conditions while performing graffiti abatement or clean up, and other assignments requiring them to be outside. It is not uncommon to be exposed to very cold, damp or wet conditions at night or very hot and dry conditions during the day.

**ENVIRONMENTAL CONDITIONS (Cont'd):**

3. Noise/Vibration: Graffiti Abatement Workers are exposed to general exterior noise such as traffic on a continual basis. They are also exposed to the vibration of vehicles while operating a city vehicle.
4. Hazards:
  - a. Mechanical: There is a possibility of injury while operating certain mechanical equipment such as a compressor or power washer.
  - b. Electrical: Graffiti Abatement Workers must demonstrate constant diligence while inspecting equipment for electrical hazards inside the building as well as outside.
  - c. Burns: Graffiti Abatement Workers may be exposed to solvents or other chemicals which, if improperly handled, may burn.
  - d. Other: Graffiti Abatement Workers may come in contact with a variety of paints, solvents, and other materials which may enter the system by inhalation or through skin pores.

**ATMOSPHERIC CONDITIONS:**

1. Fumes: Graffiti Abatement Workers may be exposed to fumes from automotive exhaust as well as solvents, paints and other chemicals used to eradicate graffiti.
2. Mist: Graffiti Abatement Workers may be exposed to early morning mist while working special assignments.
3. Gases: Graffiti Abatement Workers are often exposed to the odor of gasoline, often while operating motor vehicles or portable equipment such as a compressor, power washer, or portable generator.
4. Ventilation: Graffiti Abatement Workers may operate a car with the window open most of the time. When in the police facility, Graffiti Abatement Workers work in a mechanically ventilated area.

**ATMOSPHERIC CONDITIONS (Cont'd):**

5. Odors: Graffiti Abatement Workers may be exposed to odors while performing graffiti clean up.
6. Dust: Graffiti Abatement Workers are exposed to normal and environmental dust throughout their Graffiti Abatement Worker assignments.

**FLOOR SURFACES:**

1. Graffiti Abatement Workers stand on a variety of surfaces while performing their jobs. These include cement, linoleum, tile, carpet, asphalt, uneven dirt fields, and gravel among others.

**MACHINES/TOOLS/EQUIPMENT UTILIZED/HANDLED:**

1. City owned vehicle including a light duty pick up truck
2. Portable two-ray radios
3. Keys to a variety of city locks
4. Report form, pencils and pens
5. Car and station computers/printers
6. Copy machines
7. Fax machines
8. Portable generators
9. Power washers
10. Compressors
11. Tape recorders/video cameras
12. Chemical agent weapons
13. Gasoline pumps
14. Uniforms
15. Four wheel equipment carts and two wheel dollies.

**QUALIFICATIONS:**

**Knowledge of:**

1. Basic English grammar and mathematics including completion of forms.

**Skills in:**

1. Developing and effective working relationships with those contacted in the course of work.
2. Communicating tactfully and effectively with the public including persons who are irate or difficult to deal with.
3. Understanding and carrying out oral and written directions.
4. Performing clerical work accurately.
5. Using on-line computers to access a variety of information.
6. Use and application of latex paints, and basic tools used during painting and clean up.

**Ability to:**

1. Quickly learn the policies, procedures and performance standards pertaining to work.
2. Evaluate situations and prioritize workload.

**Other Requirements:**

1. Must be at least 18 years old.
2. Must possess a valid California Driver's License or have the ability to obtain one quickly prior to appointment and have a good driving record.
3. Must not have any felony convictions, and have no significant history of criminal activity.
4. Must be able to meet State standards for accessing criminal history information as

determined by a background investigation.